



# City of Alexandria

<b>Job Title:</b>	Pool Slide Attendant	<b>Position Type:</b>	Seasonal
<b>Department:</b>	Mayor's Office	<b>Date Posted:</b>	<b>2/22/2023</b>
<b>Location:</b>	Alexandria Swimming Pool	<b>Posting Expires:</b>	<b>Until Filled</b>
<b>Pay Rate:</b>	\$9.00		
<b>Contact:</b>	Rachel Martin		
<b>Will Train Applicant:</b>	Yes		
<b>Posting URL:</b>	<a href="https://www.in.gov/cities/alexandria/community/employment/">https://www.in.gov/cities/alexandria/community/employment/</a>		

Applications Accepted By:

**Email:**

rmartin@cityofalexandria.in.gov  
Application/Resume

**Mail or Hand Deliver at Office:**

City of Alexandria / City Hall  
PO Box 149 125 N. Wayne St.  
Alexandria, IN 46001

Job Description: Serves patrons at the waterpark by performing the following duties.

**Essential Duties and Responsibilities:**

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

- Processes monetary payments and must be able to make change, maintain accurate cash handling, process credit cards, and handle customer issues.
- Assist patrons with completing registrations for programs and rentals.
- Follows proper opening and closing procedures for facility; counts start-up money and makes sure register is ready for start of shift; balances the cash register and signs off on the total cash figures at the end of shift.
- Maintains a clean work area and admission area at all times.
- Oversee guests using the water slide, ensuring guests are clear before sending another.
- Implement Emergency Action Plan with needed.
- Notifies the Waterpark Manager/Assistant in a timely manner when supplies are running low.
- Admitting patrons as they enter the facility with either season pass or daily admission.
- Answering phone in a professional manner.
- Performing daily duties assigned by the Waterpark Manager/Assistant.
- Deals with the public in a professional and friendly manner.
- Participate in special city events (ex: parade).
- Represent our city in a courteous and tactful manner.

**Additional Tasks and Responsibilities:**

- Performs related duties as required

**Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Every applicant MUST:**

- Be at least 15 years of age
- Must pass drug screening tests (initial and random)
- Be able to administer First Aid Administration
- Have maturity of judgment

- Follow all instructions/directives of the Waterpark Manager/Assistant

### **Knowledge, Skills, Abilities**

- Ability to read policies and procedures
- Ability to write
- Ability to speak effectively and courteously with customers, both in person and on the phone
- Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form
- Ability to deal with problems involving several variables in standardized situations
- Ability to reliable and predictably carry out your duties.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand and sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and talk or hear. The employee is required to walk; stoop, kneel, crouch, or crawl; and taste or smell. The employee must lift and/or move more than 50 pounds on occasion. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions; high, precarious places; toxic or caustic chemicals; outside weather conditions; and extreme heat. The employee is occasionally exposed to moving mechanical parts and fumes or airborne particles. The noise level in the work environment is usually moderate.

### **Additional Notes**

Seasonal Dates

Opening Date: May 27, 2023 / Closing Date: August 27, 2023

Position Hours:

Monday-Sunday: 12:00 pm till 6:00 pm

\* Seasonal positions do not qualify for benefits or vacation pay

The City of Alexandria is an Equal Opportunity Employer. It is the policy of the City of Alexandria to provide equal employment opportunities for all qualified persons. All applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender, gender identity, gender expression, marital status, ancestry, medical condition (cancer and genetic characteristics), genetic information, or denial of medical and family care leave, or any other non-job-related factors.